

Instruction for SOQ Forms: D255 & C255

(Note do not submit these instructions with the SOQ)

This document is intended to provide general guidance related to the use of the forms that constitute the Statement of Qualifications (SOQ).

Two forms are required to be filled out by each Proposer, one for the design qualifications and one for the construction qualifications. The first form is entitled SOQ D255 (for the designer) and SOQ C255 (for the constructor). If a firm has both design and construction expertise within one entity, the entity shall fill out both forms.

The information to be included in the SOQ submission is listed in the Request for Statements of Qualifications (RFQ) document. After completion of the information requested in Section K of the SOQ D 255 form and Section I SOQ C255 form, those sections may be used to expand on information provided by the proposer in in other sections of the forms.

The Consultant Selection rules do not apply to these forms. The Proposer is to follow the guidance set forth in the RFQ and on the SOQ forms.

“Conflict of Interest and Unfair Competitive Advantage Certification,” forms and other attachments must accompany the SOQ forms as detailed in the RFQ.

Submission of additional material beyond the information required in the RFQ will not be allowed. Additional information such as corporate brochures and pamphlets will be discarded.

Additional information for this submission is contained in the RFQ document. If there are any conflicts between the RFQ document and this document, the RFQ document will take precedence.

If the Proposer has an issue extracting the forms from Appendix B of the RFQ document they may also be found on the Department’s Design-Build Program webpage with the other project information:

<http://www.ct.gov/dot/cwp/view.asp?a=4453&q=534602>